

Historical Abstracts

1775-1945

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- [4] Austria in categories E and F
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- d. if the article is unusually long.

15. An indicative abstract merely clarifies the title or expands on it. Often one sentence suffices. Occasionally no abstract text will be required if the title of the article is self-explanatory.

16. Combined Abstracts. If a periodical devotes a whole issue or part of an issue to one subject, the articles had best be listed together. In that case a combined abstract is prepared, unless the individual articles are of extraordinary importance. If a collective title is supplied by the periodical, this is listed, and translated; if not, the abstracter suggests a collective title, which is listed in brackets []. A collective text can be written after all titles are listed (see illustration below), or each title can be followed by an indicative statement, if required.

17. Continued articles (on one subject by the same author).

a. If an article is to be continued the abstract should normally be supplied without waiting for the next article. Such abstracts of a first or later instalments should end with the words "Article to be continued." When the next instalment is sent, it should start with the phrase "Continuation from a previous article [See abstract]." The editorial office will fill in the abstract number.

b. In the exceptional cases, when a series of articles cannot be abstracted until the series is completed, send the complete bibliographical heading for our record, with the phrase "Article to be continued." When the series of articles are completed, the heading should contain the citation of all the instalments of the article, e.g.: Brown, John F. (Ohio State Univ.). CIVIL WAR MEMOIRS. History 1955 14(6): 228-243, and 1956 15(1): 11-41.

ILLUSTRATIONS

Informative Abstract

Chapman, J. K. (Univ. of New Brunswick). ARTHUR GORDON AND CONFEDERATION. Canadian Historical Review 1956 37(2): 141-157. Reviews the events leading to New Brunswick's decision in 1866 to enter the Confederation and finds no evidence to support the view usually held that Gordon, as Lieutenant-governor, sought or contributed to the defeat of the unionist party in 1865. Based on the previously unavailable correspondence of Arthur Hamilton Gordon, 1st Lord Stanmore, which is now housed in the British Museum and the Bonar Law-Bennett Library, University of New Brunswick. Author

Class: C Canada
X: ---

Index: Stanmore, Arthur Charles Hamilton Gordon, Earl of (1829-1912)
Canada, confederation (1865-66)
Great Britain, imperial relations, Canada (1865-66)

Indicative Abstract

Lucas-Dubretton, J. L'ASSASSINAT DU MARECHAL BRUNE [The murder of Marshal Brune]. Historia (France) 1955 (103): 659-664. Examines how Marshal Brune was killed in Avignon, in August 1815, during the "Terreur Blanche."

H. Monteagle

Class: C France
X: ---

Index: Brune, Guillaume Marie Anne, Marshal

Combined Abstract

---. HISTORIC HOUSEKEEPING PAPERS. New York History 1956 37(2). Chorley, Kenneth, WHAT'S WRONG WITH HISTORIC PRESERVATION, pp. 141-150. Montgomery, Florence A., THE TRAINING OF GUIDES FOR HISTORIC HOUSE INTERPRETATION, pp. 151-164. Nichols, Frederick D., TECHNIQUES AND PROBLEMS OF HISTORIC RESTORATION, pp. 165-170. Three specialists in the field of historic preservation discuss the fundamental purpose of the preservation movement, analyze defects in existing projects and lay down principles for improvement. Primary importance is given to the selection of the object, adequate research and first-class presentation and interpretation. Basic suggestions are made for the training of guides and architectural advice is given for restoration and decoration of historic buildings.

Barbara Waldstein

Class: 5
X: ---

Index: USA, archives
USA, historic preservation
Archives

EXPLANATION

18. Heading

Name of Author(s) (Institutional affiliation or location). TITLE OF ARTICLE (in capital letters) [Translation of title into English]. Title of periodical (underlined) Indicated year of publication Volume number (issue number or running number of fascicle): first and last page numbers of article.

a. Author. Give author's surname first, followed by given name, as listed in the article. If there are two authors, list follows: George F. Jones, and Henry Smith; if there are three: George F. Jones, Henry Smith, and Martin Foot. If there are more than three authors, list the names of three authors and add: "and others." If no author is evident, indicate: "Unsigned." Add "ed." (editor) when applicable. If the heading does not state the original author (of an edited work), supply it in the abstract, or indicate it in parentheses after the title of the article.

b. State institutional affiliation of author, if known, in the original language (with translation in parentheses for language other than German or the Romance languages). If you cite the university or college affiliation, it is assumed that the author is a member of the faculty; if the author is affiliated with the institution in another capacity or has special status, please state which (e.g. Student, Yale Univ., or President, Yale Univ.). Give institutional affiliation only if furnished by the journal or if you are certain that your own information is correct.

c. Give the title of the article in the original language, in capital letters. Transliterate non-Roman alphabets.

d. Add the date of appearance in a daily or weekly publication if a volume or fascicle number is not stated.

e. If the pagination of the article is not continuous, indicate as follows: 146, 147, 153-155.

19. Text

a. Note the omission of the words "This article is ...," "This author ...". Try to avoid such phrases at the beginning of the abstract. In all other instances, use complete English sentences with articles.

b. Supply a date in the abstract if the title or the subject matter does not suggest the period.

c. If it is necessary to cite the title of a book in an abstract give complete citation (unless the book is widely known). For example: Georg Schmidt, Die Stadt [The City] (New York: Jones, 1954). Similarly, cite institutional names in the original (with translations).

d. Make the reference to sources used specific and meaningful, especially if new sources are used, or if the author's conclusion is new.

e. Your name typed at the end: E. F. Ashley. Lady abstracters cite the complete names, e.g. Mary Smith.

f. The explanation of the authorship of abstracts, other than the name of the person abstracting, is as follows:

"Journal": the journal cited furnished the abstract. The name of the abstractor on the staff of that journal, or the person delegated by its editor, when known, is indicated in parentheses.
"Author": the author prepared the abstract.

CLASSIFICATION

20. Use the relevant category headings by which the abstracts are classified (See page 1 of vol. 2 or the classification table in any number of HISTORICAL ABSTRACTS). For details see the Classification Instructions supplied to all abstracters.

21. Cross-references (indicated by X). Only about 5-10 percent of the abstracts require cross-references. The most common types of cross-references are explained below:

a. Periods. If more than one period is involved, include a cross-reference: Class: C Italy, X: D Italy; if more than two periods are involved, classify under A, e.g. A Italy.

b. Countries. If more than one country is involved, make a cross-reference to the second country, e.g. Class: C France, X: C Spain. If more than two countries are involved, classify under C Gen.Hist.

INDEX

2. Suggested index headings should follow the standard headings of the most recent subject index. If checking these is found to be too time-consuming, consider only the following principles:

- a. Do not list anything for the index which is not cited in the abstract. The abstract should contain the required reference if an index entry is needed.
- b. If a person is mentioned in the article, state the full name and title to be entered in the index, especially if he is relatively obscure.
- c. Limit yourself to the most important citations; break down the title of the article if it is a good indication of contents. On the average, each abstract has 3-5 index entries.

SCREENING

3. Periodicals are abstracted from library copies, individual subscriptions of the abstractor, or, whenever possible, from copies forwarded by HISTORICAL ABSTRACTS. Prior to mailing, the editorial office examines ("screens") the periodicals, to determine which articles warrant abstracting, and it indicates the selection on the copy. News items are also prepared by the editorial office when it receives the periodical.

4. If, after examination of the periodical, your judgment of articles to be abstracted differs from that of the screener, inform the editorial office. Note that the screeners have been carefully instructed in the criteria of selection, and most journals are examined twice, particularly if there is a doubt if an article is within scope.

5. If the language of the periodical is not known to members of the editorial office, the periodical will be forwarded without being screened, and it will be marked "Not screened."

NOTES and BIBLIOGRAPHICAL NEWS

6. (This applies only to periodicals which are not mailed to abstractors by HISTORICAL ABSTRACTS). Summarize the contents of notes of interest to the historical profession, archivists and librarians, such as news of bibliographical publications.

ADDENDA

UNDOCUMENTED ARTICLES

Abstractors are encouraged henceforth to make it easier to recognize non-scholarly articles without source citations, by adding the word "Undocumented" at the end of the text of the abstract.

FESTSCHRIFTEN

Festschriften, dedicated to persons or institutions, or published to commemorate an event, will henceforth be abstracted by HISTORICAL ABSTRACTS, if any of their articles are within the scope of HISTORICAL ABSTRACTS. In view of the importance of many articles from this often elusive source, the service is to be made retroactive to Festschriften published after 1 January 1955. A combined abstract (see para. 16) should be made of each Festschrift. For the sake of completeness, articles in such a Festschrift which deal with the period prior to 1775 or after 1945 are also to be listed.

The news items should be more in the nature of complete digests of essential information and should include addresses and the source. If the report is of a professional meeting, cite the papers read there, and their authors. If the news item would be too long for the abstractor to prepare, he is requested to call the attention of the editor to this potential news item.

PROCEDURES

27. Starting date. HISTORICAL ABSTRACTS starts all periodicals with the first number appearing after 1 January 1955.

28. Assignment. Assignment is by periodicals, not by subject matter. Therefore all articles within scope in a given periodical are abstracted by the person who accepted assignment. If, in order to meet an editorial deadline the abstractor finds it necessary to delegate an article from his assigned periodical to another qualified abstractor, he is requested to send in the name, institutional affiliation, and address of the abstractor for inclusion in the abstractor list.

29. Type only one abstract per page and do not use the back of the page. Leave right and left margins of at least 1 1/2 inch (nearly 4 cm). Double-space the lines, including the heading.

30. Transmittal of abstracts. Send the abstracts no later than four weeks after the journal is available to you. Do not accumulate all abstracts you wish to send, but mail abstracts from one number of a periodical together.

NEGATIVE REPORT

31. (This applies only to periodicals which are not mailed to abstractors by HISTORICAL ABSTRACTS). When the number of a periodical assigned to you carries no historical articles for inclusion in HISTORICAL ABSTRACTS, please send a "negative report." A postal card will suffice. Indicate the name of the journal, year, volume (number in volume), month, with the addition "None."

Example: History 1954 10(3) June: None.

CLASSIFICATION

Substitute the following paragraph for paragraph 20 of the Abstracting Instructions:

20. A classification should be recommended for every abstract. Use the relevant category headings by which abstracts are classified in HISTORICAL ABSTRACTS (see the classification table in any recent number of HISTORICAL ABSTRACTS or the H.A. Bulletin). If an article deals with persons or circumstances which are not widely known, include in the abstract the relevant years and places, and, if given in the article, the full name of persons, followed in parentheses by the year of birth and death.

Paragraph 21 of the Abstracting Instructions, concerning classification cross-references, remains unchanged.

